

CHULA VISTA POLICE DEPARTMENT NEW PEDDLERS/SOLICITOR/VENDING PERMIT

Please review **Chula Vista Municipal Code Section 5.38 and Chapter 5.40** prior to submitting your application. The following information must be submitted with your application prior to the approval of your license. Applications will be accepted at the Chula Vista Police Department by **appointment only** during the hours of 8:00 a.m. to 12:00 p.m. Monday through Friday. Please contact Licensing at (619) 691-5244 to set up an appointment. There is a **30 day investigation period** which begins at the time your completed application is submitted.

ALL FEES ARE NON-REFUNDABLE

YOU MAY NOT OPERATE IN THE CITY OF CHULA VISTA WITHOUT A VALID CITY BUSINESS LICENSE AND A POLICE CONTROLLED LICENSE/PERMIT

- Chula Vista Police Controlled Business License Application
- One **2" X 2"** photos taken in the last six months.
- Check, Cash, Credit Card or Money Order:
 - \$30.00 Background Investigation payable to the City of Chula Vista
 - \$52.00 Live Scan Fee.
- To Make Live Scan appointments call (619) 409-5954 or log on to www.chulavistapd.org and click on Live Scan Scheduling.
- Copy of Governmental issued picture I.D. (Driver's License, California ID)

VENDING VEHICLES MUST PROVIDE THE FOLLOWING DOCUMENTS:

- Copy of California Driver's License
- Current Vehicle registration issued by the DMV
- Current Vehicle Insurance Card from insurance provider
- Valid Department of Health Permit / County of San Diego
- Valid City of Chula Vista Business License obtained at Building Dept

**** Solicitors for Special Events** (i.e. Holiday Parade, etc.) must apply ***at least five (5) working days prior*** to the event per City Ordinance 5.40.040.

The Police Controlled License/Permit issued by the Chula Vista Police Department is valid for **one year**.

Please contact (619) 691-5244 if you require additional information.